HIGHER AND TECHNICAL EDUCATION DEPARTMENT

Madam Cama Marg, Hutatma Rajguru Chowk, Mantralaya

Mumbai 400 032, dated the 29th September, 2022.

NOTIFICATION

STATUTES

D. Y. Patil International University, Pune Act-2017.

No. MISC-2021/C.R.56/UE-4.- In exercise of the powers conferred by section 30 of the D. Y. Patil International University, Pune Act-2017 (Mah. Act. No. LXIII of 2017), the Government of Maharashtra hereby, specifies the first statutes.

1. Short Title and Commencement of the Statutes

These Statutes may be called as the First Statutes of the D. Y. Patil International University, Pune and shall come into force from the date of publication in the *Official Gazette*, by the State Government.

2. Definitions.

In these Statutes, unless the context otherwise requires,-

(1) "Act" means the D. Y. Patil International University Act, 2017;

(2) "Collaboration" means collaborative academic activity of the university with other universities, academic institutions including local, regional, national or international, research institutions, industries and other organizations;

(3) "Department" means a part of School offering one or more specialisations/courses in the University;

(4) "Director" means a person who is heading school of the University;

(5) "Minority Institution" means the University established and run by minorities.

(6) "Online Education" means electronically supported teaching-learning that relies on the internet for teacher-student interaction and exchange of material related to academics including examinations;

(7) "School" means combination of various departments run in the University wherein these departments are specialized in one particular area or faculty or subjects;

(8) "University" means the D. Y. Patil International University, Pune;

(9) "UGC" means the University Grants Commission.

(10) Words and expressions not defined in these Statutes shall have the same meaning assigned to them in the Act.

3. The President

Appointment of the President:

(1) The Sponsoring body shall appoint the President of the University with approval of the Government in such manner as may be prescribed by the rules.

(2) The President may in writing under his signature, to the Sponsoring Body, resign from his office by giving a prior notice of three months.

4. Powers of the President

The President shall have following additional powers other than the powers as prescribed in the Act:

(1) The President shall have the right to conduct either, *suo motu* or on representation received by him, an inspection and/or inquiry of a School, hostel, office, or any other establishment or part of the University and of the examination centres himself or by any person nominated by him. He shall also have power to order an inquiry to be made in respect of any matter connected with the administration and finances of the University.

(2) Where the President is of the opinion that any of the senior functionaries of the University such as the Vice-Chancellor, Registrar, Controller of Examinations, Chief Finance and Accounts Officer, Dean(s), or similar other officials, has willfully omitted or refused to carry out the provisions of the Act, Statutes, Ordinances, Rules and Regulations or has committed breach of any of the terms and conditions of the service contract or any other conditions, or has abused the powers vested in him or if his continuance in the office is detrimental to the interests of the university, the President may remove such incumbent from office:

Provided that such an official shall be given a reasonable opportunity to show cause by the President before taking recourse for his removal:

Provided further that the President may, at any time before making such order, place such an official under suspension, pending inquiry.

(3) The President may, in the interests of the University, decide to create/modify/abolish such other positions, roles, responsibilities and designations, not provided for elsewhere in these statutes or the Act, as and when circumstances so warrant.

(4) Every proposal for the conferment of an Honorary Degree as recommended by the Committee appointed for the purpose by the Governing Body shall be subject to confirmation by the President.

5. Vice-Chancellor

Appointment, Terms and Conditions of service of the Vice- Chancellor:

(1) There shall be a three member search committee constituted by the President for appointment of Vice-Chancellor. The committee shall consist of -

(i) nominee of the President, who shall act as the Chairperson of this committee.

(ii) nominee of the Governing Body.

(iii) nominee of the Board of Management.

(2) The Search Committee shall recommend a panel of three names in alphabetical order to the Governing Body in a sealed envelope for appointment to the post of Vice-Chancellor within such period as the President may stipulate while appointing the Search Committee.

(3) The Vice-Chancellor shall be appointed by the President from the panel of three persons recommended by the Governing Body. The President may call all the members from the panel for interaction and appoint one of them as the Vice-Chancellor.

(4) The eligibility criteria for the post of Vice-Chancellor shall be as may be prescribed by the rules and regulations issued by the University Grants Commission from time to time.

(5) The Vice-Chancellor may by writing to the President, resign from his office by giving a prior notice of three months. However, the President may relax the notice period.

(6) If the vacancy occurs in the office of the Vice-Chancellor because of leave, illness, suspension, resignation, termination or otherwise; the President may appoint a suitable person to act as the Vice-Chancellor for a period not exceeding six months, in aggregate.

(7) The emoluments and other terms and conditions of service of Vice-Chancellor shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

6. Powers and Duties of Vice-Chancellor

(1) The Vice-Chancellor shall observe and comply with provisions of the Act, Rules, Statutes, Ordinances and Regulations made by the University, State Government, Regulating Bodies and UGC.

(2) The Vice-Chancellor shall have the power to convene the meetings of any of the authorities, bodies and committees as and when he considers it necessary so to do.

(3) The Vice-Chancellor shall have the power to constitute committees which he deems necessary for the performance of the duty assigned to him by or under the Act.

(4) The Vice-Chancellor shall oversee and monitor officers and staff; the working, performance and administration of the departments; institutions of specialized studies, laboratories, library, museums, hostels, schools, etc. maintained by the University.

(5) The Vice-Chancellor may call for reports from the Schools, hostels, departments, etc. in respect of any of the activities, as he may deem it necessary for the proper functioning of the University.

(6) The Vice-Chancellor shall supervise and control the residence, conduct and discipline of the students of the University. He shall also oversee the general welfare of the students of the University.

(7) The Vice-Chancellor shall, with the approval of the Board of Management, enter into, vary, carry out or cancel contracts on behalf of

the University in exercise of the performance of the powers and duties assigned to him by or under the Act.

(8) The Vice-Chancellor shall have power to call for any document and information from any of the schools or departments or study centres of the University in respect of any matter connected with teaching, examination, research, finance or any matter affecting the discipline or efficiency of teaching in the schools, as he thinks fit and necessary.

(9) Where any matter is required to be regulated by the Statutes, Ordinances and Regulations, but no Statutes, Ordinances or Regulations are made in that behalf the Vice-Chancellor may, for the time being, regulate matter by issuing such directions as he thinks necessary, and shall, at the earliest opportunity thereafter, place them before the Governing Body or other authority or body concerned for approval. He may, at the same time, place before such authority or body for consideration the draft of the Statutes, Ordinances and Regulations, as the case may be, required to be made in that behalf.

(10) As the Chairperson of the authorities or bodies or committees of the University, the Vice-Chancellor shall have the power to suspend a member from the meeting of the authority, body or committee for persisting to obstruct or stall the proceedings or for indulging in behaviour unbecoming of a member, and shall report the matter accordingly, to the President.

(11) The Vice-Chancellor shall place before the Governing Body a report of the work of the university periodically.

(12) The Vice-Chancellor shall be appointing and disciplinary authority for teachers and Group A officers of the University.

7. Deans of Faculty

Appointment, Terms and Conditions of service of the Dean:

(1) The Dean of the faculty shall be appointed by the President from amongst the Professors of the University:

(2) The Dean of the faculty shall be appointed for a period of three years and shall be eligible for reappointment.

(3) The Dean shall be the Academic Officer of the faculty and shall supervise and control over the academic affairs of the faculty.

(4) The Deans shall work under the control, direction and superintendence of the Vice-Chancellor.

8. Powers and Duties of the Deans of Faculties

Powers and duties of the Dean shall be as under;-

(1) The Dean shall preside over the meetings of the faculty and shall ensure that the various decisions taken at these meetings are implemented and submit its report to the Vice-Chancellor;

(2) He shall be responsible for the academic development and application of quality benchmarks for the various academic programmes, maintenance of standards of teaching and research and training of teachers within his faculty;

(3) Powers and functions of the Dean shall be as under:

(i) To facilitate the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;

(ii) To arrange for feedback responses from the students, the teachers, the non-teaching staff, the parents and the other stakeholders on quality- related institutional processes;

(iii) To arrange for document of the various programs/activities of higher education, leading to quality improvement;

(iv) To arrange and ensure appropriate documentation of the various ongoing /proposed programmes/activities for regulatory inspections/accreditations.

(v) To coordinate the quality-related activities, including adoption and dissemination of good practices; development and maintenance of institutional database through management information system for the purpose of maintaining /enhancing the quality;

(vi) To develop quality culture in the University;

(vii) To plan and implement academic programmes such as orientation courses, seminars, in service and other training programmes

organized by University for academic competence of the faculty members;

(viii) To make proposals to the Board of Management for the institution of fellowships, travelling fellowships, scholarships, studentships, medals and prizes and making regulations for their award;

(ix) To control, regulate and coordinate research activities to maintain standards of teaching and research in the University Departments

(x) To make recommendations to the Academic Council regarding the norms of recognition of post-graduate teachers and research guides/ supervisors in post- graduate departments in the University;

(xi) To recommend to the Academic Council the course structure for undergraduate, post-graduate, M. Phil., pre-Ph.D., and Ph. D. courses;

(xii) To exercise such other powers and perform such other duties as directed by the Vice-Chancellor;

(xiii) To co-ordinate and supervise the procedure of admission of students in the University;

(xiv) To make arrangements for classes including, evening classes, diploma courses, etc.;

(xv) To get the academic calendars prepared;

(xvi) To prepare proposals of fellowship and other distinctions;

(xvii) To co-ordinate with other Deans in respect of matters of inter-faculty;

(xviii) To consider and decide upon the grievance of students regarding enrollment, eligibility and migration.

9. Registrar

Appointment, Terms and Conditions of service of the Registrar:

(1) The Registrar shall be a whole-time salaried employee of the University and shall be appointed by the President on the recommendation of a Selection Committee, for a tenure of three years, which may be renewed for the similar term by the President.

(2) The qualifications and experience for appointment of the Registrar shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

(3) The emoluments and other terms and conditions of service of Registrar shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

(4) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence or otherwise, unable to perform the duties of his office, the Vice-Chancellor may appoint a qualified and suitable person to officiate as the Registrar until the Registrar resumes duties.

(5) The Registrar may by writing under his signature addressed to the President, resign from his office by giving notice of one month, on either side.

(6) The Registrar shall work under control, direction and superintendence of the Vice-Chancellor.

10. Powers and Duties of Registrar

(1) The Registrar shall be member Secretary of the Governing Body, the Academic Council and the Board of Management and any other authority as prescribed by the statutes from time to time. He shall place before these authorities all such information as may be necessary for the transaction of the business. He shall also be the Secretary of Selection Committee for the appointment of the teachers of the University.

(2) The Registrar shall represent the University in any suits or proceedings filed in the court or before statutory authorities by or against the University and shall sign powers of attorney and verify the pleadings.

(3) The Registrar shall be appointing and disciplinary authority for employees other than teachers and Group A officers of the University.

(4) It shall be the duty of the Registrar -

(i) to be custodian of the records, the common seal and such other property of the University as the Board of Management may commit to his charge;

(ii) to issue all notices convening meetings of the Governing Body, Board of Management, Academic Council or any other committee appointed by the authority of the University or Vice-Chancellor;

(iii) to prepare the agenda of the meetings of the authorities of the University and circulate the same to the concerned members:

(iv) to receive complaints and suggestions regarding improvement of administration;

(v) to perform such other duties as may be directed by the President and the Vice-Chancellor.

11. Controller of Examinations

Appointment, Terms and Conditions of service of the Controller of Examinations:

(1) The Controller of Examination shall be a full-time salaried officer of the University appointed for a tenure of three years, which may be renewed for similar term by the President.

(2) The qualifications and experience for appointment of the Controller of Examinations shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

(3) The emoluments and other terms and conditions of service of the Controller of Examinations shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

(4) When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness, absence or otherwise, unable to perform the duties of his office, the Vice-Chancellor may appoint a qualified and suitable person to officiate as the Controller of Examinations.

(5) The Controller of Examinations may by writing under his signature addressed to the President, resign from his office by giving a notice of one month on either side.

12. Powers and Duties of Controller of Examinations

(1) The Controller of Examinations shall be the principal Officer in-charge to conduct examinations and declaration of their results and making it available on internet and intranet for the students. He shall discharge his functions under the supervision, direction and control of the Vice-Chancellor.

(2) The Controller of Examinations shall be the Member Secretary of the Board of Examination and may be invited to a meeting of the Board of

Management or Governing Body, as and when required. But he shall have no right to vote.

(3) The Controller of Examinations shall be responsible for making all the arrangements necessary for holding and conducting examinations and tests properly and timely declaration of their results.

(4) Subject to the prior approval of the Vice-Chancellor, the Controller of Examinations shall perform the following duties and responsibilities, namely:

(i) to prepare and announce in advance the calendar of examinations which shall be placed before the Board of Examinations;

(ii) to appoint Examiners and Moderators from the list approved by the Board of Examinations;

(iii) to arrange for question papers and blank answer books and their safe custody;

(iv) to arrange to get performance of the candidates at the examinations properly assessed and to process results;

(v) to postpone or cancel examinations in part or in whole, in the event of malpractices or if the circumstances so warrant and take disciplinary action or initiate any civil or criminal proceedings, against any person or group of persons alleged to have committed malpractices;

(vi) to implement the recommendations of the Board of Examinations pertaining to conducting and supervising the online examinations pattern for the courses wherever feasible;

(vii) to take disciplinary action where necessary against the candidates, paper-setters, examiners, moderators, or any other persons connected with examinations and found guilty of malpractices in relation to the examinations;

(viii) to make appraisal from time to time of the conduct of the University Examinations, wherever required to ensure efficiency and confidentiality;

(ix) to submit report regarding conduct of examinations to the Board of Examination and Academic Council.

(x) The Controller of Examinations shall advise the Vice-Chancellor in all matters related to the Examinations and shall exercise such other powers and perform such other duties as may be assigned to him, from time to time, by the Board of Examinations and the Vice-Chancellor.

13. Chief Finance and Accounts Officer

Appointment of Chief Finance and Accounts Officer:

(1) The Chief Finance and Accounts Officer shall be a full-time salaried officer of the University and shall be appointed by the President on the recommendation of Selection Committee for a tenure of three years, which may be renewed for similar term by the President.

(2) The Chief Finance and Accounts Officer shall be an officer of the University responsible for handling finance, accounts and audit of the University.

(3) The qualifications of Chief Finance and Accounts Officer shall be as under:

(i) Post Graduate with minimum ten years' experience of working in any University or Institute or Organization to manage finance, accounts and audit.

(ii) Desirable CA with CISA qualified or equivalent attainments.

(4) The emoluments and other terms and conditions of service of Chief Finance and Accounts Officer shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

(5) When the office of the Chief Finance and Accounts Officer is vacant or when the Chief Finance and Accounts Officer is, by reason of illness, absence or otherwise, unable to perform the duties of his office, the Vice-Chancellor may appoint a qualified and suitable person to officiate as the Chief Finance and Accounts Officer until the Chief Finance and Accounts Officer resumes duties.

(6) The Chief Finance and Accounts Officer may by writing under his signature addressed to the President, resign from his office by giving a notice of one month on either side.

(7) The Chief Finance and Accounts Officer shall work under the direction, supervision and control of the Vice-Chancellor.

(8) The Chief Finance and Accounts Officer shall be responsible for presenting the annual budget, statement of accounts, balance sheet and audited statements to report to the Board of Management and the Governing Body.

14. Powers and Duties of Chief Finance and Accounts Officer

Duties of the Chief Finance and Accounts Officer shall be as under:

(1) To exercise general supervision over the funds of the university, and shall advise the President and the Vice-Chancellor as regards the finances of the university;

(2) To hold and manage the funds, property and investments, including trust and endowed property, for furthering any of the objects of the university;

(3) To ensure that the limits fixed by the university for recurring and non recurring expenditure for a year are not exceeded, and that all allocations are expended for the purposes for which they are granted or allotted; keep watch on the state of the cash and bank balance and of investments;

(4) To keep watch on the progress of collection of revenue and advise the Vice-Chancellor on the methods to be employed for collection;

(5) To collect the income, disburse the payments and maintain the accounts of the University;

(6) To arrange for the conduct of continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf;

(7) To perform such other functions in respect of financial matters as may be assigned to him by the Governing Body or the Board of Management or the Vice-Chancellor;

(8) To ensure that the registers of buildings, land, equipment and machinery are maintained up-to-date and that the stock taking of equipments and other consumable materials in all offices, University Departments, workshops and stores of the university is conducted regularly;

(9) To probe into any unauthorized expenditure and other financial irregularities and suggest to the competent authority, disciplinary action against persons at fault;

(10) To propose to the Vice-Chancellor that explanation be called for unauthorized expenditure or other financial irregularities from any university teacher;

(11) To propose to the Registrar that explanation be called from any non-teaching staff for unauthorized expenditure or irregularities in any particular case, and recommend disciplinary action against the persons at fault;

(12) To call from any office, centre, laboratory, departments or schools of the university, for any information and returns that he thinks necessary for the proper discharge of his financial responsibilities;

(13) To get the accounts of the University audited regularly;

(14) To submit unaudited quarterly report to the President, Governing Body and Board of Management;

(15) To exercise such other powers, perform such other duties, and discharge such other financial functions as are assigned to him by the Vice- Chancellor.

15. Selection Committee for the appointment of the Posts of Registrar /Controller of Examinations / Chief Finance and Accounts Officer

The Selection Committee for recommending suitable names to the President for appointment of Registrar, Controller of Examinations, Chief Finance and Accounts Officer, as the case may be, shall consist of the following members:

(i) the Vice-Chancellor- Chairperson;

(ii) one nominee of the Governing Body;

(iii) one nominee of the Board of Management;

(iv) two experts having special knowledge in the field related to the post, who are not connected with the University, nominated by the President;

(v) Registrar, Member Secretary, if he is not a candidate for the post.

16. Governing Body

There shall be a Governing Body as contemplated in Section 21 of the Act and shall exercise powers and functions incorporated therein.

17. Powers and Functions of Governing Body

(1) The Governing Body shall be the supreme authority of the University and principal executive body of the University and shall have the following powers, namely:

(i) to provide general superintendence and directions and to control functioning of the University by using all such powers as are provided by the Act and Statutes and Ordinances of the University;

(ii) to review the decisions of other authorities of the University in case they are not in conformity with the provisions of this Act, Statutes, Ordinances, Rules or Regulations made there under;

(iii) to approve the budgets and annual report of the University;

(iv) to lay down the policies to be followed by the University;

(v) to make, amend or repeal Statutes;

(vi) to recommend to the sponsoring body about the voluntary liquidation of the University if a situation arises when smooth functioning of the University does not remain possible, in spite of all efforts;

(vii) to provide instruction, training and research in such branches of learning as the University may think fit and to make provision for research and advancementand dissemination of knowledge particularly in professional and innovative courses;

(viii) to establish and maintain departments/schools/faculties of the University;

(ix) to develop innovative patterns of teaching for the courses run in the University;

(x) to make provisions for curricular, co-curricular, extracurricular activities for the students and employees;

(xi) to create academic, administrative support staff and other necessary posts;

(xii) to grant and confer degrees, titles, diplomas, certificates and other academic distinctions on persons who have pursued and passed an approved course of study of the University, subject to such conditions as the University may determine and to withdraw any such degrees, titles, diplomas, certificates and other academic distinction on good and sufficient cause;

(xiii) to consider the recommendations of the Board of Management and thereupon confer honorary degrees or other academic distinctions;

(xiv) to hold and manage endowments and arrange other properties and funds of the University and to raise loans required for the purposes of the University by seeking approval of the sponsoring bodies;

(xv) to fix fees and other charges, and to demand and receive such fees and other charges as may be prescribed from time to time;

(xvi) to institute and maintain hostels and to recognize places of residence for the students/faculty of the University and to withdraw such recognition accorded to any such places of residence;

(xvii) to supervise and control the places of residence for the students/faculty of the University and to maintain the discipline;

(xviii) to create academic, technical, administrative, ministerial and other posts;

(xix) to regulate and enforce discipline amongst the employees of the University and to take such disciplinary measures as may be necessary;

(xx) to institute professorship, associate professorship, assistant professorship and any other teaching academic or research posts as may be deemed necessary and make appointments thereon;

(xxi) to provide for publication of research work and other works in both soft copy and hard copy;

(xxii) to organize and conduct refreshers courses, orientation courses, workshops, seminars, conferences and other programs for teachers, evaluators and other academic staff;

(xxiii) to co-operate with institutions of higher learning in any part of the world having objects wholly or partly similar to those of the University , through faculty exchange programme and scholars and generally in such manner as may be conducive for furtherance of the objects of the University;

(xxiv) to regulate expenditure and to manage the funds of the University;

(xxv) to establish and maintain within the premises of the University or elsewhere such classrooms, study halls, etc., as the University may consider necessary, and to adequately furnish the same;

(xxvi) to receive grants, subscriptions, donations and gifts for the purpose of the University consistent with the objects for which the University is established;

(xxvii) to establish, the centres, sub-centres, or study centres in and outside India with prior approval of Government concerned for promotion of distance education and online education;

(xxviii) to carry out such activities as may be necessary in furtherance of the objects of the University.

(2) The Governing Body may by a resolution, delegate to the President, Vice- Chancellor or any other officer, such of its powers as it may deem fit, subject to the condition that the action taken by the President or the Vice-Chancellor or the officer concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Governing Body.

18. Board of Management

There shall be a Board of Management as contemplated in Section 22 of the Act and shall exercise powers and functions incorporated therein.

19. Powers and Functions of Board of Management

(1) The Board of Management shall exercise the following powers and perform the following duties, namely:

(i) to accept financial accounts and audit report;

(ii) to present the budget estimate to the Governing Body for its consideration and approval;

(iii) to perform any other function that may be assigned by the Governing Body and the President;

(iv) to recommend to the Governing Body to make, amend or repeal subsequent statutes and/or ordinances as recommended by the Academic Council;

(v) to consider and approve the report of the selection committee and forward the same to the Governing Body for approval;

(vi) to monitor, control and administer the general activities of the University;

(vii) to frame and recommend to the Governing Body the fee structure for various courses and decide criterion for exemption in fee to needy and meritorious students;

(viii) to create teaching and other academic posts including Chairs on the advise of the Academic Council;

(ix) to appoint Professors, Associate Professors, Assistant Professors, academic non vocational staff and other academic staff including Chairs, as may be necessary, on the recommendation of the Selection Committee;

(x) to promote inter-disciplinary research through joint appointments of teaching staff in various Schools and Departments;

(xi) to create administrative, ministerial and other necessary posts and to define their duties and conditions of their service and to make appointments thereto in the manner prescribed by the ordinances;

(xii) to regulate and enforce discipline among employees;

(xiii) to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University and for that purpose to appoint such agencies or persons as it may think fit;

(xiv) to fix limits on the total recurring and the total non-recurring expenditure for a year;

(xv) to provide buildings, premises, furniture and apparatus and other means needed for carrying on the work of the University;

(xvi) to enter into, carry out, vary and cancel agreements and contracts on behalf of the University with the approval of the Governing Body;

(xvii) to fix emoluments of examiners, paper setters, moderators and others staff related to conduct of examination, assessment and declaration of results and their travelling and other allowances on the recommendation of the Board of Examinations;

(xviii) to select and recommend to the Governing Body a common seal for the University and provide for the use of such seal;

(xix) to institute and decide the policy for award of fellowships, scholarships, studentships, medals and prizes on the advice of the Academic Council;

(xx) to provide for the appointment of Visiting Professors, Emeritus Professors, Consultants and Scholars and determine the terms and conditions of such appointments on the advice of the Academic Council;

(xxi) to enter into partnership with industry and non-government organization for the advancement of knowledge and establish a corpus fund out of such partnership; and

(xxii) to exercise such other powers and duties which are not assigned to any other authorities of the University.

(xxiii) to prepare its fees structure and forward it to the Governing Body for its approval.

(xxiv) to decide the charges for the issue of duplicate mark-sheets, Re-evaluation of answer papers, issuance of degree certificates and for such other matters as recommended by the Board of Examinations.

20.Academic Council

(1) The Academic Council shall be principal academic authority of the University and responsible for laying down the academic policies in regard to maintenance and improvement of standards of teaching, research, extension and collaboration programmes in academic matters and evaluation of work-load of the teachers.

(2) The Academic Council shall consist of the following persons, namely:

(i) the Vice-Chancellor;

(ii) the Deans of Faculties;

(iii) the Chairmen of the Board of Studies;

(iv) the Directors of Schools, if any;

(v) two persons nominated by the Vice Chancellor from the industry;

(vi) four academicians/scientists nominated by the President.

(vii) the Registrar shall be the Member Secretary of the Academic Council but shall not have the right to vote.

(viii) the Controller of Examinations shall be the permanent invitee;

(3) The Academic Council shall meet as often as may be necessary but not less than twice a year.

(4) One-third members shall constitute the quorum.

21. Powers and Functions of Academic Council

The Academic Council shall exercise the following powers and functions, namely:

(1) to recommend to the Board of Management regarding institution of degrees, diplomas, certificates and other academic distinctions;

(2) to recommend to the Board of Management to make, amend or repeal Ordinances on issues related to the students and academic matters;

(3) to allocate subjects to the faculties;

(4) to make proposals for the establishment of schools of the University, departments of higher learning, research and specialized studies, academic services units, libraries, laboratories and museums in the university;

(5) to consider and make recommendations regarding new proposals for creation of professorships, professorship of chair, associate professorships, assistant professorship, Head of Research and Publication and non-vocational academic staff required by the university;

(6) to promote research within the University, acquire reports on such research from time to time;

(7) to make proposal to the Board of Management for the institution of fellowships, travelling fellowships, scholarships, studentships, medals and prizes and make regulations for their award;

(8) to prescribe qualifications and norms for appointment of papers setter, examiners, moderators and others, concerned with the conduct of examinations;

(9) to appoint committees to review periodically the utility and practicability of the existing courses of study and the desirability or necessity of reviewing or modifying them in the light of new knowledge or changing societal requirements;

(10) to make proposal for the conduct of interfaculty and area or regional studies, common facilities, such as instrumentation centres, workshops, hobby centres, museums, etc.;

(11) to prescribe norms for recognition of teacher of the University as M.Phil./Ph.D. Guide / Supervisor;

(12) to exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, co-ordination of teaching among the Schools, evaluation of research and improvement of academic standards;

(13) to bring about and promote inter-School co-ordination and to establish or appoint such committees or boards as may deem necessary for the purpose;

(14) to consider matters of general academic interest either on its own initiative, or on a reference by a School or the Board of Management, and to take appropriate action thereon;

(15) to recognize diploma and degrees of other Universities including foreign Universities and to determine equivalence of such diplomas and degrees in consonance of existing norms;

(16) to assess the viability of collaboration of academic programme with other universities including foreign university and make such recommendation of tie-up to the Governing Body;

(17) to exercise such other powers and perform such other duties as may be conferred or imposed on it by or under the Act, the Statutes, Ordinances, and Regulations.

22. Board of Examinations

(1) The Board of Examinations shall be the principal authority for conducting the examination and making policy decisions in regard to organising and holding examinations, improving the system of examinations, appointing the paper-setters, examiners, moderators and also prepare the schedule of dates of holding examinations and declaration of results.

(2) The Board of Examinations shall deal with all the matters in relation to examinations and shall hear and decide the complaints received pertaining to any matter related to conduct of examinations.

(3) The Board of Examinations shall meet as and when required.

(4) One-third members shall constitute the quorum.

23. Powers and Functions of Board of Examinations

(1) The Board of Examinations shall ensure proper organization of examinations and tests of the university, including moderation, tabulation and the declaration of results.

(2) In particular and without prejudice to the generality of duties the Board of Examinations shall exercise the following powers and perform the following duties, namely:

(i) to appoint paper-setters, examiners and moderators from amongst the persons included in the panels prepared by the respective Board of Studies and, where necessary, having regard to the recommendations made by the committee under the Statute 3.10 (5) (ii) to remove or debar them;

(ii) to undertake, exercise and experiment in examination reforms including distance and online examinations for the courses wherever feasible;

(iii) to exercise such other powers in relation to examinations as may be assigned to it by or under the Act.

(3) In case of any emergency requiring immediate action to be taken, the Chairperson of the Board of Examinations or any other officer or person authorized by him in that behalf, shall take such action as he thinks fit

and necessary, and shall report at the next meeting of the Board of Examinations the action taken by him.

(4) (i) In order to appoint paper-setters, examiners and moderators, the Board of Examinations shall constitute committees for every subject consisting of the following members:

(a) the Vice-Chancellor;

(b) the Dean of the concerned Faculty;

(c) the Chairperson of the concerned Board of Studies;

(d) Controller of Examinations, Member Secretary.

(ii) The committees shall prepare lists of persons for various examinations and tests, from amongst persons, included in the panels to be prepared by the Board of Studies and shall submit them to the Board of Examinations, which shall then appoint paper-setters, examiners and moderators, and where necessary referees;

(iii) The Committee shall obtain three sets of question papers in sealed covers in the respective subject. The Chairperson of the committee shall draw at random one of such sealed covers containing question papers. This sealed cover with seals intact shall be used for the examination purpose; or

(5) The Controller of Examinations shall arrange to prepare exhaustive questions bank for each course and auto-generate parallel and equivalent question papers by using artificial intelligent technology;

(6) Assessment of answer books for all examinations shall be done centrally or the assessment of the answer books shall be done using on-screen technology;

(7) (i) In order to investigate and take disciplinary action for malpractices and lapses on the part of candidates, paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations including the pre-examination stage and the post- examination stage or at any stage whatsoever Board of Examinations shall constitute a committee of not more than five persons of whom one shall be Chairperson;

(ii) Such a committee shall submit its report and recommendations to the Board of Examinations which shall take disciplinary action in the matter as it deems fit against the person or persons involved in the mal-practices, directly or indirectly.

(8) The Board of Examinations shall prepare the financial estimates for incorporation in the budget of the University and shall submit the same to the Board of Management.

(9) The Board of Examinations shall arrange for strict vigilance during the conduct of the examinations so as to avoid use of unfair means by the students, teachers, invigilators, supervisors, etc.

24. Board of Studies

(1) There shall be a Board of Studies for every subject or group of subjects, as may be proposed by the Director of the School concerned and approved by the Board of Management.

(2) The Board of Studies shall consist of:

(i) Director of School or Head of Department, as the case may be - Chairperson.

If the Board has been constituted for more than one subject, the Vice Chancellor shall nominate the Chairperson;

(ii) three teachers each from the category of Professors, Associate Professors and Assistant Professors of the subjects nominated by the Vice-Chancellor;

(iii) one Expert each having experience in Industry, Academia and Research Organizations as nominated by the Vice-Chancellor.

(3) The term of the nominated members shall be three years.

25. Powers and functions of Board of Studies

(1) The Board of Studies shall have the following powers and duties, namely:

(i) to prepare syllabus for various courses of studies and design online courses of studies, wherever feasible;

(ii) to recommend books, including textbooks, supplementary reading, reference books and other material for such courses of Graduate and Postgraduate studies;

(iii) to prepare requirements in respect of teaching of the subject at various courses including teachers' qualifications and infrastructure, such as library, laboratory, equipment, consumables etc. for consideration of Academic Council and Board of Management;

(iv) to make recommendations to the Academic Council regarding the norms of recognition of postgraduate teachers;

(v) to make recommendations to the Academic Council regarding the conduct of courses in University;

(vi) to recommend names of suitable persons for inclusion in the panels for appointment of paper-setters, examiners and moderators at the University examinations in the subject;

(vii) to suggest organization of orientation and refresher courses in the subject.

(2) Every decision of the Board of Studies shall be placed before the Dean of concerned Faculty for approval and make further recommendations to the Academic Council, wherever necessary.

(3) The Board shall meet as often as required.

(4) The Chairperson of the Board of Studies shall preside over the meetings of the Board. In the absence of the Chairperson, the person elected by members present from amongst themselves shall preside at that meeting.

(5) The Chairperson shall convene the meeting of the Board by issuing a notice of minimum eight days and shall inform the Registrar. However, for the urgent and special meetings no notice will be required to be given provided all the members are present either in person or through video conference.

(6) One third of the members shall form the quorum.

(7) Any items, questions, matters or proposals on the agenda shall be decided by majority votes of members present. In case of equality of votes, the Chairperson shall have a casting vote.

(8) A copy of minutes of meetings will be forwarded to Registrar of University under the signatures of the Chairperson and the Dean of faculty.

26. Board of University Teaching and Research

There shall be a Board of University Teaching and Research. It shall consist of the following members:

(i) the Vice-Chancellor- Chairperson;

(ii) the Deans of the Faculties;

(iii) the concerned Heads of Department;

(iv) one Professor other than the Head of the Department from the concerned faculty to be nominated by the Vice-Chancellor;

(v) Director / Dean Research, if any;

(vi) the Registrar - Member Secretary.

27. Powers and functions of Board of University Teaching and Research

(1) The Board shall have the power to control, regulate and co-ordinate teaching, training and research and to promote industry-university interactions.

(2) In particular, and without prejudice to the generality of the foregoing provisions, the Board shall exercise the following powers and perform the following functions:

(i) to recommend to the Academic Council the conduct of instruction, teaching, training and research in the University;

(ii) to recommend to the Academic Council the requirements regarding teachers in the respective subjects;

(iii) to recognise research guides;

(iv) to determine the programmes of instruction, teaching, training and research, and decide the nature and extent of the work that the teachers may be called upon to undertake;

(v) to co-operate and collaborate with other universities, institutions, authorities or organisations for research and advisory services;

(vi) to approve subjects for research for various degrees and other requirements for research degrees.

(3) The Board shall ordinarily meet twice in a year.

(4) The Vice-Chancellor or in his absence, a Dean of the Faculty nominated for the meeting by the Vice-Chancellor shall preside over the meeting of the Board.

28. General Provisions

(1) Notwithstanding anything contained in these Statutes, where a person, nominated, appointed or co-opted as an officer of university or a member of any of the authorities or bodies of the university by virtue of his being eligible to be so, nominated, appointed or co-opted as such an officer or a member under any of the categories of the officers or members under the relevant statutes in relation to such office, authority or body, shall cease to be such an officer of the university or a member of such an authority or a body as soon as he ceases to belong to such category and shall be deemed to have vacated his office as such officer or member.

(2) A meeting of an authority or body or committee shall be convened on the date determined by the Chairperson by a notice issued by its Secretary.

(3) Except as otherwise provided, the quorum for a meeting of authority, body or committee shall ordinarily be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson to a specific time on the same day, or on a later date and no quorum shall be necessary for such adjourned meeting.

(4) Where no provision is made by or under the Statutes for a Chairperson to preside over a meeting of any authority or body of the university or the Chairperson is absent and no provision is made for any other person to preside, the Vice Chancellor shall nominate one of the members from amongst them to preside over the meeting.

(5) Save as otherwise provided all items, questions, matters or proposals on the agenda shall be decided by a majority of votes of members present. The Chairperson shall have a casting vote. The Secretary, if not a member, shall have right to participate in the deliberations but shall not have the right to vote.

(6) The officer who is designated to be the invitee of the authority shall be entitled to receive the notice of its meetings and take part in the deliberations relating to the items on agenda but shall not have the right to vote.

(7) Any member other than an ex-officio member of any authority may resign by a letter addressed to the nominating authority and the resignation shall take effect on its acceptance.

29. Provisions regarding the policy of admissions, number of seats in different courses including regulation of reservation of seats

(1) Admission shall be made as per the provisions as prescribed in the Act, without any prejudice towards gender, religion, caste, creed or nationality of a student.

(2) Admission Committee

(i) Subject to the superintendence of the Academic Council, the Admission Committee shall lay down the principles or norms governing the policy of admission to various courses of studies in the University.

(ii) The constitution of the Admission Committee shall be such as may be provided for in the Ordinances.

(iii) The Admission Committee shall have the power to appoint such number of sub-committees as it deems fit.

(3) Provisions relating to admission to various courses of the University shall be as may be prescribed by the Ordinances, from time to time.

(4) A person to be enrolled as a student of the University shall have minimum educational qualifications as may be prescribed by the Ordinance, from time to time.

(5) No student admitted to any course in contravention of the policy of admission of the University shall be permitted to take any examination conducted by the University and the Vice-Chancellor shall have the power to cancel any admission made in such contravention. The decision of the Vice-Chancellor in this regard shall be final.

(6) The number of seats in different courses/subjects shall be decided by the Academic Council from time to time on the basis of approval of regulatory bodies concerned, wherever necessary.

(7) Seats for admission in the University for the students belonging to the Scheduled Castes, Scheduled Tribes, De-notified Tribes (*Vimukta Jatis*)/ Nomadic Tribes, Other Backward Classes, Special Backward Category, Economically Weaker Section, handicapped students, minority, etc. shall be reserved as per the policy of the State Government.

30. Grievance Redressal Committee

(1) There shall be a Grievance Redressal Committee to entertain, adjudicate and redress grievances of the students and the employees of the University.

(2) The Grievance Redressal Committee shall consists of:

(i) the Vice-Chancellor - Chairperson;

(ii) one Dean of the faculty to be nominated by the Board of Management;

(iii) two members to be nominated by the Board of Management from amongst themselves;

(iv) two university teachers to be nominated by the Vice-Chancellor out of which one shall be female;

(v) one non-teaching staff from amongst the non-teaching staff of the University to be nominated by the vice chancellor;

(vi) one member of academic council to be nominated by the academic council;

(vii) Registrar – Member Secretary.

(3) The term of the nominated members shall be three years.

(4) Any employee or student aggrieved by the decision of the university, may prefer an application to the Grievance Redressal Committee within thirty days from the date of such decision.

(5) Every application regarding grievance of any employee or student shall be decided as expeditiously as possible. The Grievance Redressal Committee shall make endeavour to decide upon the grievance within

three months after giving reasonable opportunities to both the parties of being heard.

(6) The Grievance Redressal Committee shall decide the procedure to be followed for the disposal of grievance of the employee and student.

(7) The decision of the Grievance Redressal Committee shall be communicated to both the parties in writing and shall be complied with by the concerned officer of the University.

(8) Any employee or student aggrieved by the decision of the Grievance Redressal Committee may, within sixty days from the date of such decision apply for arbitration and the decision of the arbitrator shall be final and binding.

31. Procedure for Arbitration in Case of Disputes between Employees, Students and University

(1) Any employee or student aggrieved by the decision of the Grievance Redressal Committee may, refer his dispute to the arbitrator appointed by the Board of Management on the recommendation of the search committee consisting of the following members, namely,-

(i) Nominee of the State Government- Chairperson;

(ii) Nominee of the President of the University;

(iii) Nominee of the Vice-Chancellor of the University

(iv) Registrar of the University, Secretary.

(2) The arbitrator so appointed shall be a retired judge not below the rank of district judge or retired principal of retied professor.

(3) Arbitration proceedings shall be carried out as per the provisions of the Arbitration and Conciliation Act, 1996.

(4) The decision of the Arbitration Tribunal shall be final, and no suit shall lie in any civil court in respect of the matters decided by the arbitrator.

32. Recruitment of Teachers

(1) Selection committee for appointment of teachers of university shall be as prescribed by the University Grants Commission or regulating body concerned and adopted by the State Government, from time to time.

(2) Every post of a teacher of the University, to be filled by selection, shall be duly and widely advertised including placing the same on the Web

Site of the University as well as other digital platforms according to a draft approved by the Board of Management.

(3) The date of the meeting of every selection committee shall be so fixed as to allow notice thereof being given of at least fifteen days to each member and to the candidates, and the particulars of each candidate shall be sent to each member so as to reach him at least seven days before the date of the meeting.

(4) The quorum at a meeting of every selection committee shall be four members of whom at least two shall be subject experts.

(5) The selection committee shall interview, adjudge the merits of each candidate in accordance with the qualification advertised, and prepare report mentioning the names of selected candidates in order of merit, whom it recommends for appointment.

(6) The report of the selection committee shall be submitted to the Vice-Chancellor. The Vice-Chancellor shall appoint from amongst the persons so recommended, the number of persons required to fill the posts as advertised:

Provided that, where the Vice-Chancellor proposes to make an appointment otherwise than in accordance with the order of merit arranged by the selection committee, he shall record its reasons in writing:

Provided further that, where a selection committee recommends to the Vice-Chancellor, the name of one person only and that person is not acceptable, he shall record its reasons in writing for not accepting the recommendation and direct the Registrar to advertise the vacancy.

33. Appointment, emoluments and other terms and conditions of service of the University employees

(1) The qualifications, experience, emoluments and terms and conditions of service for teachers of the University shall be as prescribed by the UGC or regulating bodies and adopted by the State Government, from time to time.

(2) The recruitment procedure, qualifications, experience, emoluments and terms and conditions of service for non-teaching employees of the

University shall be as prescribed by the Governing Body, consistent with the norms and standards, recruitment procedure, qualifications and other terms and conditions of service of non teaching employees of the State Government holding equivalent posts.

34.Annual Report

The Vice-Chancellor of the University shall prepare Annual Report of the University by consolidating various activities performed by all Schools, Departments, Directorates and Administration shall place the same before Board of Management for its perusal.

35.Annual Accounts and Audit Report

The Annual Accounts and Audit Report shall be prepared by the Chief Finance and Accounts Officer and present the same before Board of Management for its approval.

36.Convocation

(1) In the academic calendar published by the University, in addition to the schedules for academic activities, the tentative dates for convocation shall be included.

(2) The convocation shall be held within 120 days from the date of declaration of results of examinations.

(3) Convocation shall be held on the dates to be fixed by the Vice-Chancellor in consultation with the President.

(4) In the meeting preceding to the convocation, the Academic Council shall recommend to the Board of Management, the names of persons who are eligible for award of degrees, diplomas, certificates and academic distinctions. Upon recommendation of the Academic Council, the Board of Management shall accord approval to confer such degrees, diplomas, certificates and academic distinctions upon such eligible persons.

(5) The Governing Body shall consider the question of giving assent to confer Degrees, Diplomas and Certificates and to pass the grace at the Convocation upon persons duly qualified, and in accordance with such assent of the Board of Management, the grace shall be passed at the Convocation.

(6) No degree, diploma, certificate and academic distinction shall be conferred unless the same has been specified by the University Grants Commission and instituted by the University in accordance with the provisions of the Act. Such degrees, diplomas, certificates and academic distinctions shall be prescribed by the Ordinance.

(7) The University shall notify a programme for convocation at least thirty days before the date so fixed.

(8) Convocation shall include the ceremonial aspects, as per the provisions made for them in the Ordinance.

(9) The University shall furnish an annual report to the University Grants Commission on the observance of the above provisions, within forty-five days after the convocation is held.

(10) The Board of Management shall frame Ordinance relating to the format of the Degree, Diploma and Certificates, Citations and other Documents, their text and procedure for holding Convocation.

37. Honorary Degrees

(1) The University may confer only one honorary degree or academic distinction per year, in the fields of science, technology, social science, law, physical sciences, art, literature, etc.

(2) The Honorary degree or academic distinction shall be conferred at the convocation of the University.

(3) The Vice-Chancellor may forward, along with his recommendations, the nominations for conferment of Honorary degree or Academic distinction to the President.

(4) The Vice Chancellor shall present the nominations recommended by the Chancellor for conferment of Honorary degree or Academic distinction to the Board of Management.

(5) The Board of Management may consider and recommend to the Governing Body the conferment of an Honorary degree or Academic distinction without requiring him to undergo any test or examination or evaluation, on the ground solely that he, by reason of his eminent position, attainments and public service, is a fit and proper person to receive such Degree or Academic distinction.

(6) The Board of Management and the Governing Body shall not entertain or consider any proposal regarding conferment of an Honorary degree or Academic distinction without the Vice-Chancellor having obtained the previous approval of the President.

(7) The recommendation of the Board of Management for conferment of an Honorary degree or Academic distinction shall be deemed to have been duly passed by the Governing Body, if supported by a majority of not less than two-third of the members present at the meeting of the Governing Body, being not less than one half of its total membership.

(8) An Honorary degree or Academic distinction shall not be considered as an academic qualification.

(9) The certificate of an honorary degree or Academic distinction shall be signed by the President.

(10) The following shall be the degrees to be conferred as Honorary Degrees:

(i) Doctor of Literature, (D.Litt.);

(ii) Doctor of Science, (D.Sc.)

38. Exemption of students from payment of tuition fee and for awarding scholarships and fellowships

(1) The provisions for exemption of students from tuition fee shall be decided by the Academic Council from time to time and will be made available to the students along with the prospectus for the course concerned.

(2) Eligibility criteria and other terms and conditions for award of various scholarship and fellowships to the students, shall be as may be decided by the Academic Council and approved by the Board of Management, from time to time.

39. Fees to be charged from the students

(1) All Courses in the University will be run on the self-finance basis.

(2) The fee structure for various courses of the University shall be prescribed and shall be made applicable as per provisions of Section 36 of the Act.

(3) The fee structure shall consist of the following types of fees:

(i) Prospectus & Registration Form
(ii) Entrance Examination (wherever applicable)
(iii) Admission Fee (wherever applicable)
(iv) Tuition Fees
(v) Examination Fee
(vi) Library Fee
(vii) Development / Amalgamated Fund
(viii) Laboratory Fee (wherever applicable)
(ix) Hostel Fee (wherever applicable)
(x) Convocation Fee
(xi) Other fees or charges for the services/facilities provided by the University, which shall not be unreasonably excessive.

(4) The Fee structure of various courses shall be decided by the Academic Council and approved by the State Government. The Fee structure approved by the State Government and provisions of exemption from tuition fee as decided by the Academic Council from time to time will be made available to the students along with the prospectus for the course concerned.

40. Interpretation

Any question relating to clarification or interpretation related to any of the provision of these Statutes shall be referred to the Governing Body on the recommendations of Board of Management whose decision shall be final and binding.

41. Terms of office of members of authority & Cessation of membership

I. The term of every authority constituted under this Act shall commence on 1st September and shall be of three years from the said date and the term of the members of every authority shall expire on the expiry of the said period of three years, irrespective of the date on which a member has entered upon his office.

II. The process of nomination and co-option shall be commenced at least three months before expiry of the term of the authority and shall be completed not later than 30th November in that year.

III. Notwithstanding anything contained in this Act or the Statutes made thereunder, where a person, nominated, appointed or co-opted, as the case may be, as an officer of university or a member of any of the authority of the university by virtue of his being eligible to be so nominated, appointed or co-opted as such an officer or a member under any of the categories of officers or members specified by or under the relevant provisions of this Act in relation to such office, or authority, he shall cease to be such an officer of the university or a member of such an authority as soon as he ceases to belong to such category and shall be deemed to have vacated his office as such officer or member.

By order and in the name of the Governor of Maharashtra,

AJIT BAWISKAR,
Deputy Secretary to Government.

ON BEHALF OF GOVERNMENT PRINTING, STATIONERY AND PUBLICATION, PRINTED AND PUBLISHED BY DIRECTOR, RUPENDRA DINESH MORE, PRINTED AT GOVERNMENT CENTRAL PRESS, 21-A, NETAJI SUBHASH ROAD, CHARNI ROAD, MUMBAI 400 004 AND PUBLISHED AT DIRECTORATE OF GOVERNMENT PRINTING, STATIONERY AND PUBLICATIONS, 21-A, NETAJI SUBHASH ROAD, CHARNI ROAD, MUMBAI 400 004. EDITOR : DIRECTOR, RUPENDRA DINESH MORE.